



Kaitlyn Schneider - QMDDD &lt;kaitlyn.schneider@gsa.gov&gt;

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## Waiting for Payroll Data for Budget Estimate

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Jonah Wainwright (b) (6)  
To: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>  
Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Tue, May 4, 2021 at 10:59 AM

Here is the letter for the addition of (b) (6).

On Tue, May 4, 2021 at 11:40 AM Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> wrote:

Good morning Jonah,

Attached is the updated budget estimate. I reworked the salary projections to include (b) (6).

Can you please send over the formal letter for (b) (6) so we can pass it along to our HR and payroll offices?

Thank you,  
Kaitlyn

**Kaitlyn Schneider**  
U.S. General Services Administration  
w: (b) (6)

On Fri, Apr 30, 2021 at 3:12 PM Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> wrote:

Good afternoon Jonah,

Just wanted to let you know that I will send your updated budget estimate on Monday. We have not received the payroll data yet today.

Have a great weekend!

**Kaitlyn Schneider**  
Presidential Transition Support Team  
U.S. General Services Administration  
w: (b) (6)

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 (b) (6) Addition.pdf  
221K

May 4, 2021

To whom it may concern,

The Former Vice President Outgoing Transition Team requests that GSA alter the status of employee listed below.

Please note that (b) (6) will be joining the Outgoing Transition Team effective Monday, 5/10/2021. The salary for (b) (6) will be set at \$60,000 on the annual basis.

As a designee of the Outgoing Vice President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation.

Thank you,

(b) (6)

Jonah Wainwright

Office Manager

Office of the Former Vice President

HR Projection Summary - \$80k SALARIES CHANGE STARTING 4/25/21 (Marc and Greg start 5/23)	
Salaries	\$282,258.64
Benefits	\$99,367.20
<b>TOTAL HR</b>	<b>\$381,625.84</b>

ORIGINAL HR BUDGET ESTIMATE	
Salaries	\$277,090.96
Benefits	\$98,041.58
<b>TOTAL HR</b>	<b>\$375,132.54</b>

**ESTIMATED BUDGET LEFT**

**\$5,401.93**

HR Costs - Projection - \$80k SALARIES CHANGE STARTING 4/25/21 (Marc and Greg start 5/23)				
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Pay Period	Salaries	Benefits	Notes	
1/17 - 1/30	\$17,357.44	\$8,029.98	Started 1/20	
1/31 - 2/13	\$21,696.80	\$9,250.40		
2/14 - 2/27	\$21,696.80	\$9,244.71		
2/28 - 3/13	\$24,667.60	\$9,141.96	2 new staff join on 3/1 (full pay period) 1 staff offboard on 3/5 (1 week of pay)	
3/14 - 3/27	\$25,337.60	\$8,932.43		
3/28 - 4/10	\$25,337.60	\$8,932.41		
4/11 - 4/24	\$19,894.40	\$6,477.57	Katie Miller no longer on payroll (Offboard April 10 - no pay). Paul Teller offboard on 4/15 (4 days of pay)	
4/25 - 5/8	\$18,895.20	\$6,110.80	(b) (6) Offboard 5/1 (1 week of pay)	
5/9 - 5/22	\$19,655.20	\$6,168.94	(b) (6) onboard 5/10	
5/23 - 6/5	\$20,400.00	\$6,297.21	(Marc and Greg raise)	
6/6 - 6/19	\$20,400.00	\$6,297.21		
6/20 - 7/3	\$20,400.00	\$6,297.21		
7/4 - 7/17	\$20,400.00	\$6,297.21		
7/17 - 7/31	\$6,120.00	\$1,889.16	Only 3 days of pay	



